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Denali Training Fund Quarterly Progress Report

Funds for this project are provided by the USDOL and the Denali Commission and managed, in partnership, by the Alaska Department of Labor and Workforce Development.

Name of Organization: Amundsen Educational Center dba New Frontier VTC	
Name of Project: Career Guidance and Training	EN 796190
Reporting Period: April 1 – June 30, 2009	
Contact Person: Loretta Knudson-Spalding, Executive Director	
Contact Number: (907) 262-9055 Email: loretta@aecak.org	
Address: 43335 K-Beach, Suite 14 Soldotna, AK 99669	
Expenditures to date: \$ 26,459.39	Award 1072-D File 9-304
Certification: I certify that the information in this report is current, correct and true and in accordance with the terms and conditions of the agreement.	
Signed by: <u>Loretta Knudson-Spalding</u> Dated <u>June 30, 2009</u>	

In a few sentences, please describe the scope of your project:

The Career Skills Institute (CSI) project provides employability skills training, career exploration and career planning to qualified youth to prepare them for opportunities in Alaska's high demand careers. Through a Career Guide students prepare a career pathway, investigate training and work options and develop individualized career plans. Through CSI/YES (Youth Employability Skills) training participants are linked with employers and community resources to assist with their career goals. In addition students who successfully complete the training may practice their employability skills through volunteer and work experiences in a field of their choice.

2. Project Activities for this Reporting Period:

Describe the grant activities that happened during this report period. Include planning, advertisement and/or training performance that occurred this quarter? List any accomplishments achieved. (Attach advertisements if applicable)

CSI team provided comprehensive employability skills training from June 1 thru 5 to 12 students with all twelve completing the training and receiving a certificate of completion. On going support has been provided to these students by the Career Guide and eight of the twelve are currently working.

The Career Guide and Executive Director met with staff from the Kenai Community Care Center, DFYS, Kenai Youth Detention Center and provided information about the program to all staff. Three students were referred from these agencies and will be attending our next training session in July.

The Career Guide attended WIA orientations at the Career Support and Training office at the Job Center and provided information to attendees. She contacted Public Assistance, Single Parent Program to solicit possible eligible candidates. She also provided employability skills training at the LeeShore Womens Shelter and worked closely with the Kenaitze Education Coordinator to coordinate the training of up to 12 students at our July CSI training.

3. Scheduled Project Activities/Important Dates for next quarter:

Describe your planned activities and training for next few months. Please include important dates like graduation, site visits, travel, job fairs, etc.

Our next training session will be offered to up to 20 students beginning on July 13th. We may offer another training session in August because demand for the training has increased dramatically.

The Career Guide continues to job develop students and presented program information to the City of Soldotna, department heads. As a result, we will be able to place 7 students in 12 week positions with the City. Other employers continue to contact us with requests to hire students.

a. How many are in your training program during this reporting period? 23

We are currently recruiting for this grant period.

b. How many people have been trained and/or certified to date from this grant?

23

5. Please list complete the list by putting the community to which each individual trained is from, the type of training and certification, the graduation date and who will employ them upon completion of training.

Community where trainee lives	Type of Training/ Service	Type of Certification to be earned/earned	Dates of training	Graduation Date	Employment commitment after training is complete
Bryce Boyle	CSI	Certificate	June 1-5	June 5	City of Soldotna
Mackenzie Boyle	CSI	Certificate	June 1-5	June 5	City of Soldotna
Michael Castel	CSI	Certificate	June 1-5	June 5	Salamatof Seafoods

D'Angelo Cloud	CSI	Certificate	June 1-5	June 5	Not working yet
Branderlyn Gage	CSI	Certificate	June 1-5	June 5	Not working yet
Donna Handley	CSI	Certificate	June 1-5	June 5	Phormations
Joshua Harvey	CSI	Certificate	June 1-5	June 5	Soldotna Y Chevron
Caden MacLellan	CSI	Certificate	June 1-5	June 5	Golden Buffet
Laura Moore	CSI	Certificate	June 1-5	June 5	CSI student intern
Jim Reed	CSI	Certificate	June 1-5	June 5	May be working has not contacted us
Alex Schmelzenbach	CSI	Certificate	June 1-5	June 5	Skyview Football Team
Lecta Toshavik	CSI	Certificate	June 1-5	June 5	Pregnant ready to give birth –will call

Please copy and use another sheet if you need more spaces.

6. Please identify any problems or changes in your training project that will affect the budget, scope or timeline of the project. Is your training on schedule? What are the reasons for any difficulties or delays? Are you over budget/under budget? Have you had to change the initial scope? Our training is on schedule and within budget.

Yes the training is on schedule.

Please provide an explanation to this change and your resolution to the variance.

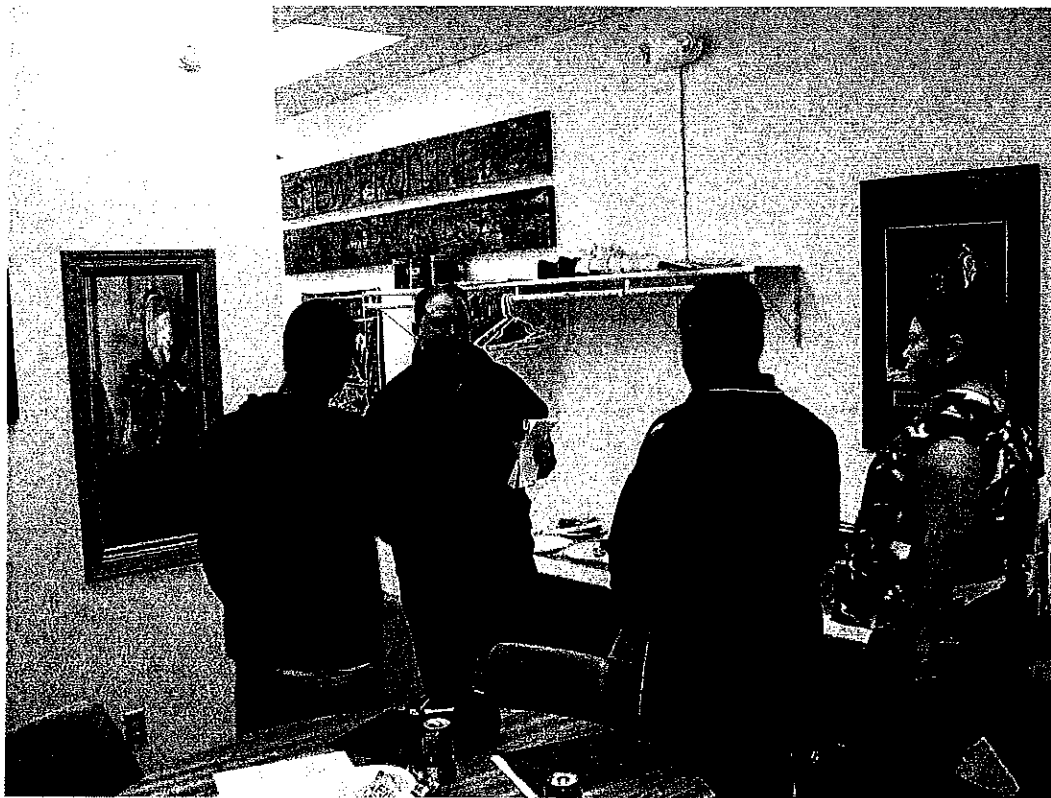
7. How are you or will you be evaluating the individuals being trained to ensure competency, skill level and understanding? (Testing, assessment, etc)

Students are assessed on a tracking sheet for employability skills. Also all students are registered with Alexsys and participate in the website CSIALaska.org where they log their progress and we can check their training status on a daily basis.

8. Please identify areas that we can assist you in the future.

The monthly teleconferences are very informative and helpful. We appreciate your continued funding and support.

GRADUATION





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